## REPORT DOCUMENTATION PAGE

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13. ABSTRACT (Maximum 200 words)			
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17. SECURITY CLASSIFICTION OF REPORT	18. SECURITY CLASSIFICATION OF THIS PAGE	19. SECURITY CLASSIFICATION OF ABSTRACT	20. LIMITATION OF ABSTRACT
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## **GENERAL INSTRUCTIONS FOR COMPLETING SF 298**

The Report Documentation Page (RDP) is used in announcing and cataloging reports. It is important that this information be consistent with the rest of the report, particularly the cover and title page. Instructions for filling in each block of the form follow. It is important to stay within the lines to meet optical scanning requirements.

- Block 1. Agency Use Only (Leave blank).
- **Block 2.** Report Date. Full publication date including day, month, and year, if available (e.g. 1Jan88). Must cite at least the year.
- **Block 3.** Type of Report and Dates Covered State whether report is interim, final, etc. If applicable, enter inclusive report dates (e.g. 10Jan87 30Jun88).
- **Block 4.** <u>Title and Subtitle.</u> A title is taken from the part of the report that provides the most meaningful and complete information. When a report is prepared in more than one volume, repeat the primary title, and volume number, and include subtitle for the specific volume. On classified documents enter the title classification in parentheses.
- **Block 5.** Funding Numbers To include contract and grant numbers; may include program element number(s), project number(s), task number(s), and work unit number(s). Use the following labels:

C - Contract PR - Project
G - Grant TA - Task
P - Program Element WU - Work Unit
Accession No.

- **Block 6.** Author(s). Name(s) of person(s) responsible for writing the report, performing the research, or credited with the content of the report. If editor or compiler, this should follow the name(s)
- **Block 7.** Performing Organization Name(s) and Address(es). Self-explanatory.
- **Block 8.** <u>Performing Organization Report Number</u> Enter the unique alphanumeric report number(s) assigned by the organization performing the report.
- **Block 9.** Sponsoring/Monitoring Agency Name(s) and Address(es). Self-explanatory.
- **Block 10.** Sponsoring/Monitoring Agency Report Number. (If known)

- **Block 11.** Supplementary Notes Enter information not included elsewhere such as: Prepared in cooperation with...; Trans. Of...; To be published in... When a report is revised, include a statement whether the new report supersedes or supplements the older report.
- **Block 12a.** <u>Distribution/Availability Statement</u> Denotes public availability or limitations. See instructions in Section 5.3b of this solicitation.
- **Block 12b.** Distribution Code. Leave blank.
- **Block 13.** Abstract. Include a brief (Maximum 200 words) factual summary of the most significant information contained in the report.
- **Block 14.** <u>Subject Terms</u>. Keywords or phrases identifying major subjects in the report.
- **Block 15.** Number of Pages Enter the total number of pages.
- **Block 16.** Price Code. Enter appropriate price code (NTIS only).
- **Block 17-19.** <u>Security Classifications.</u> Self-explanatory. Enter U.S. Security Classification in accordance with U.S. Security Regulations (i.e., UNCLASSIFIED). If form contains classified information, stamp classification on the top and bottom of the page.
- **Block 20.** <u>Limitation of Abstract</u>. This block must be completed to assign a limitation to the abstract. Enter either UL (unlimited) or SAR (same as report). An entry in this block is necessary if the abstract is to be limited. If blank, the abstract is assumed to be unlimited.

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